



Town of Berwyn Heights

5700 Berwyn Road
Berwyn Heights, MD 20740
Tel. (301) 474-5000
Fax (301) 474-5002

Right-of -Way Permit Application

(Note: An approved Prince Georges County permit application including plans and review comments must be provide with this application).

Application fee: _____

Application #: _____

Date paid: _____

Date received: _____

- Permit type: ☐ Construction within town right-of-way
(Check one) ☐ Construction on other public property
☐ Vegetation management

Applicant: _____

Applicant's address: _____

Phone: _____ Email: _____

Project site, address, description: _____

Projected construction start date: _____

Applicant must file for a permit at least 30 days prior to projected start date.

Description of proposed work _____

Attach construction plans. _____

Value of Construction. _____

Contractor name: _____

Contractor address: _____

Phone: _____ Email: _____

Contractor is required to provide a 24-hour emergency contact responsible for responding to any issues:

Name: _____ Phone#: _____

Application fees for right-of-way construction permits:

Value of work greater than \$25,000	\$1000.00
Value of work \$5,000 to \$25,000	\$100.00
Value of work up to \$4,999	\$40

Permit fee for right-of-way construction permits:

Value of construction up to (\$250,000)	\$10% of value of construction
Value \$250,000 or greater	\$8% of value of construction
Driveway apron (residential only)	\$40

Right-of-way permit renewal fee \$25% of original fee

Working under "Stop Work Order" \$1,000/day
Missed construction inspection \$125/inspection

Please Note: Any violation of Town of Berwyn Heights Ordinance 118 shall be considered a municipal infraction punishable by a fine of not more than \$1,000.00. Each day a violation occurs is deemed a separate violation and subject to additional citation and fine.

It is agreed that for, and in consideration of, the issuance of the permit, the proposed construction shall be performed and completed in accordance with the plans and specifications as approved by the Town Manager of the Town of Berwyn Heights, or designee, and such construction is subject to the inspection by the Town of Berwyn Heights. All plans and specifications submitted by the applicant and approved by the Town Manager or designee, in connection with this application are hereby made a part of this application.

Manager

Print Name

Signature

Date:

FOR DEPARTMENT USE ONLY

The foregoing application is approved for issuance of a permit upon submission of necessary permit fees and, if applicable, bonds. This application expires six months from the date of the application.

- | | |
|--|---|
| <input type="checkbox"/> Approved | <input type="checkbox"/> Deposit Due \$ _____ |
| <input type="checkbox"/> Approved with comments (attached) | <input type="checkbox"/> Bond Required \$ _____ |
| <input type="checkbox"/> Revisions required (see comments) | |

Town of Berwyn Heights Public Works Dept.

Date:

Code Compliance Dept.

Date:

Town Manager

Date: